



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

## INFORMATIONAL LETTER NO.1671-MC

**DATE:** May 4, 2016

**TO:** Iowa Medicaid Home and Community-Based Services (HCBS) Waiver Providers, Targeted Case Managers, and Department of Human Services (DHS) Service Workers and Supervisors, Service Area Managers and Managed Care Organizations (MCOs)

**FROM:** Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

**RE:** Service Plan Extensions

**EFFECTIVE:** April 1, 2016

**\*\*\*\*\*This letter replaces Informational Letter No. 1608-MC dated January 28, 2016\*\*\*\*\***

The IA Health Link managed care program began on April 1, 2016. To assist members with the transition to managed care on April 1, 2016, all applicable HCBS waiver service plans that include a service plan end date between April 1, 2016, and June 30, 2016, will be extended. This extension will assure that members have an authorized service plan while transitioning to service coordination with the member's new MCO. During this extension, the case manager designated by the MCO will work with the member to develop a service plan for the remainder of the member's waiver year.

In order for the extensions to occur, the department requests case managers and DHS service workers review their current HCBS waiver workload to identify affected service plans and to amend those plans to extend the service plan through June 30, 2016. The inclusion of this Informational Letter, in a member's service plan will serve as the required addendum to extend the service plan from April 1, 2016, through June 30, 2016.

No changes in the Individualized Services Information System (ISIS) or a notice of decision (NOD) are needed. The department has notified the member's MCO of the extension. Service providers are assured that the MCOs will pay for the authorized services during the extension time period and until a new service plan is developed and approved for the member's waiver year.

Members that remain Fee-for-Service will continue to exist in ISIS and the worker will follow current milestones and workflow.

Thank you for your assistance in extending the service plans in a timely manner.

Please submit any questions to [HCBSwaivers@dhs.state.ia.us](mailto:HCBSwaivers@dhs.state.ia.us).